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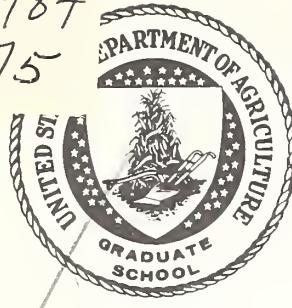
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# GRADUATE SCHOOL

CONTINUING EDUCATION  
FOR THE FEDERAL  
COMMUNITY

# Newsletter

## CALENDAR OF EVENTS

August 1970

September 1

U. S. DEPT. OF AGRICULTURE  
NATIONAL AGRICULTURAL LIBRARY  
RECEIVED  
SEP 23 1971

Faculty Luncheon -- featuring presentation of Certificates of Accomplishment to 1969/70 recipients and recognition of faculty with 20 years of service to the Graduate School, USDA. (See listing in this Newsletter.)

PROCUREMENT SECTION  
CURRENT SERIAL RECORDS  
ANNUAL REPORT

1969-1970

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## HIGHLIGHTS OF THE YEAR

Total course enrollments for the year, in all programs, is estimated to be 22,395.

A major accomplishment was the establishment of a new Individual Learning Center to offer typing, shorthand, and vocational English training for low grade and "locked-in" employees. The Individual Learning Center employs programmed learning methods, including the use of cassette tape players.

Our Seminar on the Future was awarded first place in creativity by the National University Extension Association.

Under a special contract with the Department of Health, Education, and Welfare, our Special (Day) Program conducted classes in Management by Objectives for 500 HEW employees. Among those receiving the training were the administrator of Social Rehabilitation Service, his key staff, 9 regional commissioners, and their key staff members throughout the U.S. Also, at the request of the Office of Education, we conducted a training program to aid Office of Education personnel in their efforts to be of greater service to State Education Departments.

Other new seminars conducted by our Special Program department included Organizational Planning and Effectiveness, Supervising Young Professionals, Management Training for Chief Probation Officers of the Federal Judicial Center, Current Issues in Public Information, Modern Management and Supervision, Use and Conduct of Game and Simulation Sessions, Looking into Leadership, Management by Objectives, and Interviewing for Results.

A highlight of the year for our Independent Study Program was the development of a cooperative agreement with the Forest Service to develop five curriculum areas for independent study.

Among new Evening Program courses added to the curriculum last year were, under Biological Sciences: Man and Environment, and Environmental Education; under Languages and Literature: American Negro Novel, Great Figures of English Literature, Comparative Study of the Novel, and Twentieth Century Chinese Literature; under Mathematics and Statistics: Numerical Methods for Scientists, Stochastic Processes, Overview of Computer Programming, Fundamentals of Digital Computer Design, Simulation and Modelling, Real-Time Computer Systems, Principles of Machine Programming, and Theory and Application of Computer Graphics; under Physical Sciences: Physics of Marine Atmosphere, Marine Geophysics, and Ocean Engineering; under Public Administration: Management Innovations in Intergovernmental Relations, Unlawful Selling Practices, Legal Elements of Sale, Rental, and Purchase of Property, and Review for GS-510 Accounting Exam; under Social Sciences: Regional and District Development Planning, Urban Centers, New Towns, and Rural Development, Agriculture's Role in Economic Growth and Development, International Monetary Policy, Successful Retirement, Psychology of Dreams, Urbanization and Mental Health, Latin American History, and Latin American Developments and Potentials; and under Technology: Introduction to Urban Regional Planning, Oil Painting, Potomac Valley Architecture, Sculpture, Problems in Contemporary Urban Development, Architecture of Washington D.C., and Production and Management of Graphics.

## PROBLEMS

Like many other institutions, we've had our problems this past year. While we haven't had any student demonstrations, we have had a decrease in enrollment in the Evening Program and a net loss in our operations.

We believe that the problem is not that continuing education is any less popular with the Government community, but that we are encountering increased competition for students from tax-supported institutions offering evening classes both in the District of Columbia and in the suburbs. Also, we believe that many prospective students may be deterred from attending evening classes because they expect training to be provided for them during working hours, and at "company" expense.

We encounter competition for students in our Special (Day) Program from an increased number of training programs run by individuals, consulting firms, and the Government itself. In addition, there were some cutbacks this past year in Federal training budgets.

The other side of the problems is, of course, increased costs -- salaries, fringe benefits, postage, printing, supplies, and so on.

In an effort to balance our budget for the coming school year, we plan to : reduce our staff, increase tuition fees, reduce costs of printing, advertising, and mailing, and reduce the number of classes that operate at a net cost.

## GOALS

On the brighter side, here are the goals we have set for ourselves for the 1970/71 school year:

1. To assist with the establishment of a cooperative training center to help meet the needs of agencies in the Southwest Mall area.
2. To extend our educational services to a larger number of "locked-in" employees.
3. To plan a program of activities to celebrate the school's 50th anniversary.

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U.S. Dept. of Agriculture, Graduate School  
Report of the Graduate School.

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Washington, D.C.

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Aug. 1970



## CERTIFICATES OF ACCOMPLISHMENT

### ACCOUNTING

Donald R. Davidson  
Joseph M. Dixon  
Dewey R. Watkins, Jr.  
James S. Wright

### ADMINISTRATIVE PROCEDURES

Gearline C. Adams  
Larry Byrd  
Ethel T. Campbell  
Carol Y. Evans  
Irene H. Flakowicz  
Leonore M. Gooding  
Ruth S. Hawkins  
James H. Holland, Jr.  
Wilma C. Jones  
Sarah L. Mann  
Julia M. Sabo  
Alonzo B. Washington, Jr.  
Arthur E. Willett  
Dorothy L. Wooten  
Jeannie C. Yeats

### EDITORIAL PRACTICES

Rose S. Bahl  
Anne G. Hodge  
Dorothy G. Jackson  
Dora Ordonez

### FINANCIAL MANAGEMENT

Shirley Helwig  
Aaron L. Reeves

### GRAPHIC ARTS

Thomas A. Glover, Jr.  
David F. Green  
Daniel O. Hileman  
George J. White  
Ernest A. Yates, III

### LIBRARY TECHNIQUES

Julia G. Back  
Naomi J. Copeland  
Theresa M. Harmon  
Susan E. Hinckley  
L. Nelson Keeler  
Elizabeth A. Lawrence  
Robert B. Wood

### NATURAL HISTORY FIELD STUDIES

Herselle E. Milliken

### OCEANOGRAPHY

David M. Collins  
Maurice D. D'Aria  
William J. Glaser  
Mark R. Henry  
James W. Hollarn  
Justin E. Langille, III  
Ritz K. Llaverias  
Melvin A. Luter  
Samuel E. McCoy  
John J. Rowe  
Aaron C. Sexton  
Jimmy C. Stribling  
James M. Weigle  
Patrick W. Young  
Robert J. Young

### PUBLIC ADMINISTRATION

(UNDERGRADUATE)

Mohamed Rashad  
(ADVANCED)  
Billy R. Champion  
Paul G. Clifford  
Kenneth F. Johnson  
Richard S. Levin  
Anthony R. Lorisso  
Joseph J. McGuire  
Delmar P. Robinson  
Tillie V. Rodgers  
Joseph Rubino  
William J. Sallee  
Raymond S. Satterfield  
William C. S. Thomas  
Frank K. Thompson, Jr.

### STATISTICS

Daniel L. Hallesy  
Bishop A. Pirkle  
William H. Wigton

### SURVEYING AND MAPPING

John D. Curtin, Jr.  
Bernard G. Hayes, Jr.  
Enrique Vera-Martinez  
Richard Weber

### TWENTY-YEAR AWARDS TO FACULTY AND COMMITTEE MEMBERS

David Askegaard	Geniana R. Edwards	Daniel L. Leedy	Franklin Thackrey
Wayne V. Dexter	G. E. Hilbert	Wayne D. Rasmussen	Erwin L. LeClerg

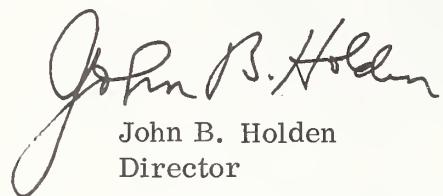
## MONTHLY FACULTY LUNCHEONS

Monthly faculty luncheons, through the year, featured a number of outstanding speakers including, Thomas F. Gilbert whose topic was, "What's New In Training"; William C. McKinney who spoke on, "Drug Use, Misuse, and Abuse Among Young People"; Harland L. Randolph, "The Federal City College"; William W. Taylor, "National Audiovisual Center"; Norman McGough, "Public Service Careers Program"; Peter House, "The City Game"; and the Honorable Clifford M. Hardin responded to questions on a range of subjects posed by faculty and committee members.

## ORGANIZATION AND STAFF

Secretary Hardin appointed William A. Badger, Administrator, General Services Administration, Region 3; Mrs. Elizabeth Duncan Koontz, Director of the Women's Bureau, U. S. Department of Labor; and N. P. Ralston, Associate Director, Science and Education, U. S. Department of Agriculture, to the General Administration Board.

Edmund N. Fulker, assistant director, was granted a year's leave of absence starting in July to work with the Ford Foundation in India. Dee W. Henderson will serve as acting head of the Special (Day) Program in Dr. Fulker's absence. Scott Varner and William Schulte joined the staff of the Special (Day) Program. We have a new bookstore manager, Mr. Amirshahi Kay.



John B. Holden  
Director

National Agricultural Library  
Current Serial Records  
Room 1536 South Building